



**Office of the Building Official**  
**777 Lynn Street**  
**P.O. Box 427**  
**Herndon, VA 20172-0427**  
**(703) 435-6850 Phone**  
**(703) 318-8492 Fax**

### **Non-Habitable Residential Addition Building Permit Application**

**Site Location:**

Address: \_\_\_\_\_

**Owner Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Architect/Engineer:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

License #: \_\_\_\_\_ Exp: \_\_\_\_\_

**Contractor Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

State License #: \_\_\_\_\_ Exp: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**PERMIT NUMBER:** \_\_\_\_\_

**Project Information:**

Est. Construction Cost: \$ \_\_\_\_\_

Type of Addition: \_\_\_\_\_

Total Square Footage: \_\_\_\_\_

Description/Use: \_\_\_\_\_

**Submitter Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

I hereby certify that I have the authority to make this application, that the information given is correct, and that use and construction shall conform to County Health Regulations, Building and Zoning Ordinances, and private deed restrictions, if any, which are imposed on the property. Furthermore, I certify that all materials used for work performed under this permit will be paid directly to the supplier by the property owner, and that all compensation will be on an hourly basis and paid by the property owner directly to the person(s) performing work under this permit.

\_\_\_\_\_  
Signature Contact, Owner or Authorized Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Print Name

RETURN THIS COMPLETED APPLICATION TO THE OFFICE OF THE BUILDING OFFICIAL FOR ISSUANCE OF A BUILDING PERMIT



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**DEMOLITION PERMIT APPROVAL FORM**

Permit # \_\_\_\_\_

Location of Demolition: \_\_\_\_\_

Location of Structure in Central Commercial District (CCD)? Yes \_\_\_\_\_ No \_\_\_\_\_

Location of Structure in Historic Preservation District? Yes \_\_\_\_\_ No \_\_\_\_\_

Type of Structure to Be Demolished: \_\_\_\_\_

Tax Map Reference Number: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone No. \_\_\_\_\_

Address: \_\_\_\_\_  
Number Street Town/City

\_\_\_\_\_ State Zip Code

**Letters Received:**

A. Dominion Va Power \_\_\_\_\_ D. Town of Herndon Water & Sewer \_\_\_\_\_

B. Columbia Gas \_\_\_\_\_ E. Asbestos Removal Certification \_\_\_\_\_

C. Verizon \_\_\_\_\_ F. Cox Communications \_\_\_\_\_

**Approvals:**

The location of this demolition **is not** within the **Historic Preservation District** and has been approved.

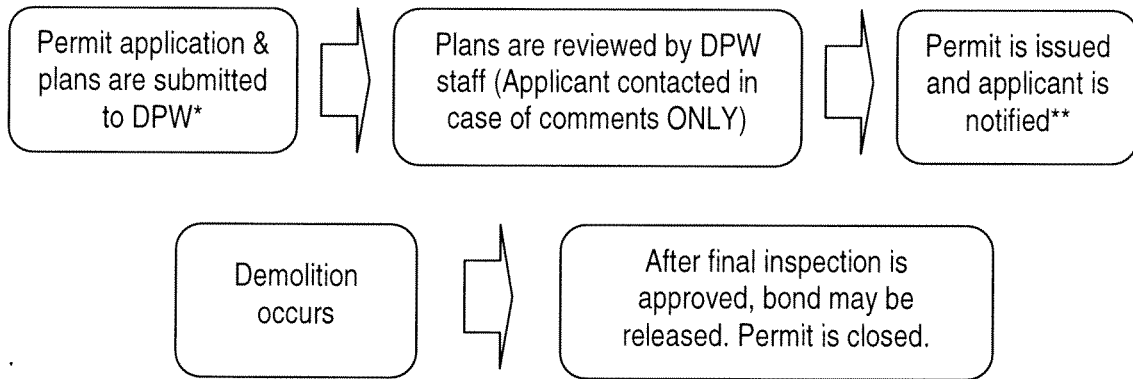
\_\_\_\_\_  
Department of Community Development Date

The location of this demolition **is not** within the **Central Commercial District (CCD)** and is hereby approved.

\_\_\_\_\_  
Robert B. Boxer, Director of Public Works Date

# Demolition of Structure

*(complete demolition only)*



\*Required for Demo permit:

- Commercial or Residential building permit application
- Demolition form
- Asbestos form
- Three sets of plans.
- Copy of Contractor's license.
- Letters from all utilities, certifying that all services have been disconnected or were not connected.

\*\* In addition to Permit fee, a bond of \$ 500.00 is required for demo of each property.